



**SENIOR CITIZENS ADVISORY BOARD
AGENDA**

Regular Meeting

Tuesday, March 21, 2017 • 9:00 a.m. Veterans Memorial Recreation Center – 251 City Park Way San Bruno

WELCOME TO OUR ADVISORY BOARD MEETING: If you wish to speak on an item under discussion by the Board and appearing on the agenda, you may do so upon receiving recognition from the Board Chair. If you wish to speak on a matter not appearing on the agenda, you may do so during PUBLIC COMMENT. In compliance with the American Disabilities Act, individuals requiring accommodation for this meeting should notify us 48 hours prior to the meeting (616-7150).

- 1. CALL TO ORDER/ROLL CALL**
- 2. PLEDGE OF ALLEGIANCE**
- 3. APPROVAL OF AGENDA:** March 21, 2017
- 4. APPROVAL OF MINUTES:** February 21, 2017
- 5. PUBLIC COMMENT ON ITEMS NOT ON AGENDA:** Note: Board policy is to refer matters raised in this forum to staff for investigation and/or action where appropriate. State Law, known as the "Brown Act", prohibits Board from discussing or acting upon any matter that is not on the agenda. Non-agenda issues rose by members of the public or by the Board may, at the discretion of the Board, be scheduled for consideration at future meetings.
- 6. CONSENT CALENDAR:**
- 7. NEW BUSINESS:**
 - a. Treasurer's Report – February 2017
 - b. Receive and File Monthly Information and Referral, Class Attendance, Nutrition Site Reports and Senior Center Historical Front Desk Sign In Data (Madonich)
 - c. Receive and File Minutes of Events Committee (Tessier)
 - d. Receive and Approve Volunteer Party Budget and Summary (Tessier)
 - e. Review Senior Citizens Advisory Board's Annual Goals and Discuss Pending Goals (Brewer)
 - f. Review Senior Citizens Advisory Board's Bylaws and Recommend Additional Language (Brewer)
- 8. UNFINISHED BUSINESS:**
- 9. EXCLUDED CONSENT:**
- 10. ITEMS FROM STAFF:**
- 11. PUBLIC COMMENTS ON MATTERS NOT ON THE AGENDA:** Note: Board policy is to refer matters raised in this forum to staff for investigation and/or action where appropriate. State Law, known as the "Brown Act", prohibits Board from discussing or acting upon any matter that is not on the agenda. Non-agenda issues rose by members of the public or by the Board may, at the discretion of the Board, be scheduled for consideration at future meetings.
- 12. ITEMS FROM MEMBERS AND SUBCOMMITTEE REPORTS**
 - a. Facilities Subcommittee – Schedule Meeting
- 13. ADJOURNMENT**

**** POSTED PURSUANT TO LAW ****



MEETING MINUTES

**Senior Citizens Advisory Board
February 21, 2017**

1. **Call to Order/Roll Call:** Vice Chair Green called the meeting of the Senior Citizens Advisory Board to order at 9:01 a.m. Board Members Present: Vice Chair Green, Hayes, Carmichael, Tracey and, Treasurer Hornung. Board Members Absent: Chair Goff, Donnelly, Kreisel, and Luzaich. Staff Present: Burns, Brewer, Madonich, Tessier, and Aker.
2. **PLEDGE OF ALLEGIANCE:** Vice Chair Green led the Pledge of Allegiance.
3. **APPROVAL OF AGENDA:** **MSC Carmichael/Hayes** to approve the agenda of the February 21, 2017 meeting. Approved unanimously.
4. **APPROVAL OF MINUTES:** **MSC Carmichael/Hayes** to approve the minutes of the January 17, 2017 meeting. Approved unanimously.
5. **PUBLIC COMMENT:** None.
6. **CONSENT CALENDAR:** None.
7. **CONDUCT OF BUSINESS:**
 - a. Treasurer's Report – January 2017 Treasurer's Report filed for audit.
 - b. Receive and File Monthly Information and Referral, Class Attendance, Nutrition Site Reports and Senior Center Historical Front Desk Sign In Data – Monthly Information and Referral Report and Nutrition Site Report were distributed and reviewed, received, and filed for January 2017.
 - c. Receive and File Minutes of Program Committee and Events Committee – None.
 - d. HIP Housing Home Share Program Information – HIP Housing representative, Alie Sobczak introduced herself and provided information regarding their home sharing program and how it could be beneficial for people to be home providers. She asked for the Board to share the information through the Senior Center.
 - e. Senior Deck Replacement and Dedication Interest – Superintendent Brewer told the Board that a Councilmember requested for the railings on the deck to be replaced along with the deck. Staff has gone back to the Engineering Department to update the deck replacement bid to include specs for the railing and will go back to City Council for approval of the additional funding. Recently, the family of Bob Marshall reached out to the City to ask for an area of recognition for Bob Marshall at the Senior Center due to his history with the facility. Director Burns

said staff is bringing this to the Board for their input and would then go back to City Council for final approval of dedication. Treasurer Hornung commented that she was elected at the same time as Bob Marshall and he had a lot of involvement with the Senior Center. The Board came to consensus that the deck should be dedicated to Bob Marshall.

8. **UNFINISHED BUSINESS:** None.

9. **EXCLUDED CONSENT:** None.

10. **ITEMS FROM STAFF:**

11. **PUBLIC COMMENT:**

12. **ITEMS FROM MEMBERS AND SUBCOMMITTEE REPORTS:**

Board Member Carmichael asked the current condition of the Senior Center bus and Superintendent Brewer said it was back in service after three days of repair.

Superintendent Brewer added that staff is looking into different options for replacing the Senior Center bus with a van that would be better suited for the Senior Center's needs. It would need to be put in as a request in the budget and the Board would get more information if this were to develop.

Board Member Hayes asked for the Board and staff to review the goals they set for the current year so they can discuss how to complete them. Superintendent Brewer said she would add it to the next agenda.

13. **ADJOURNMENT:** With no other business to be conducted, **Vice Chair Green**, adjourned the meeting of the Senior Advisory Board at 9:38 a.m.

Respectfully Submitted,
Ludmer Aker
Executive Assistant
City of San Bruno